



College Prep in a Small School Environment

**Minutes of the Peak to Peak Board of Directors Meeting
Thursday November 5, 2015 at 3:30pm in N-185**

The Peak to Peak community will inspire students to fulfill their academic dreams for college, to develop their creative passions and athletic talents, and to become responsible citizens.

Call to Order: Ms. Walther called the meeting to order at 3:32pm. Vote 6-0.

Board of Directors in attendance: Voting Board: Hank Dalton, Elizabeth Gable, Alison Griffin, Sandy Ray, Lisa Sicker (joined meeting at 4pm), Gregg Sommer, and Lisa Walther. Ex-Officio: Kelly Reeser, Sam Todd, Melissa Christensen, Kyle Mathews, and Suzanne Ovelman.

Guests in attendance: Victoria Hankey, Jennifer Douglass, Rachel Hirt, Alexander Mowery, Vicki Lundquist, Treccie Wengryn, Berni McMahon, Kristianna Vedvik, Brian Dupras, Traci Schoeneweis, Scott Grimm, John Wilcox.

Minutes:

Approval of Board Meeting Minutes from 9/16: No changes or additions to the minutes. Motion to Approve: Mr. Dalton, Second Ms. Ray. Vote 6-0.

Approval of Board Meeting Minutes from 10/7: Addition from Ms. Walther to the EDE report; "An ad hoc committee was formed to further research solutions for hiring going forward. Committee members identified include Kelly Reeser, EDE; Sandy Ray board liaison to HOD; Jaimee Miller and/or Steph Branscum HOD chairs; Megan Freeman and others to be identified as necessary."

Motion to Approve with Addition: Mr. Dalton, Second Ms. Ray. Vote 6-0.

Approval of Board Meeting Minutes from 10/22: No changes or additions to the minutes. Motion to Approve: Mr. Dalton, Second Mr. Sommer. Vote 6-0.

Election of Secretary: Ms. Griffin self-nominated to serve in the vacant Secretary role. Motion to Approve: Mr. Dalton, Second Mr. Sommer. Vote 6-0.

Public Comments: Treccie Wengryn and Berni McMahon requested specific line item funding in the budget in the amount of \$5,000 for the After-Prom event.

EDE Report: Ms. Reeser submitted her monthly report to the Board of Directors.

There was discussion by the Board of the school safety plan. As a backdrop for the discussion, Ms. Reeser reminded the Board that the Claire Davis Safety Act has been passed by the Colorado

Legislature. The legislation includes parameters that lower the standard for individuals to sue schools. The passage of this Act has led to the creation of a safety committee, logistics, and guidelines required by law and the implementation will happen over the course of a few years. The current policies and procedures are available to Administrators and the P2P website provides an overview of protocols for public.

EDO Report: Mr. Todd submitted his monthly report to the Board of Directors.

With regard to the campus build out, Mr. Todd shared that the cost of furniture/fixtures is higher than anticipated; about \$100k over the anticipated amount.

Mr. Todd also discussed the Governor's budget request, which significantly lowers PPR to 1.4% for 2016-17 and he reminded the Board that there is a lot of consideration of Governor Hickenlooper's budget request in the months to come.

Mr. Todd noted that the first draft of the audit has been submitted and questions remain of the auditor, which are not unique to P2P but similar to other schools across the District and state.

Mr. Todd reminded the Board of Colorado Gives Day on December 8 and encouraged all to note the date on their calendars. Colorado Gives Day (online) will encourage annual giving with a financial match incentive for gifts to Friends of Peak to Peak.

Principal Reports:

High School (Mathews): Mr. Mathews submitted his monthly report to the Board of Directors.

Mr. Mathews highlighted the internal climate survey data.

Mr. Mathews discussed the gap in Chromebooks among students in grades 9-12.

The Board discussed the declining indicator where a declining number of students indicate that they "have an adult at school I can go to when I need help resolving issues or concerns".

Middle School (Ovelman): Ms. Ovelman submitted her monthly report to the Board of Directors.

Ms. Ovelman highlighted a proposal from the counseling team about requiring particular middle school electives over the course of the middle school career. The proposal is under discussion with the electives team and will also be discussed with the middle school level staff before any discussion with the curriculum committee. The Board discussed the electives proposal.

Ms. Ovelman highlighted the "One-Stop IC Shop" which parents can access related to each teachers' grading and SBG practices, by teacher.

Ms. Ovelman reviewed of the Give Back Project under the leadership of Vicki Hankey, which will be introduced to the middle school community on November 12.

Elementary School (Christensen): Ms. Christensen submitted her monthly report to the Board of Directors.

Priorities for the team are focused on Literacy at the K-5 level including a renewed focus on the MTSS process. The board discussed the MTSS process and conference survey feedback, which specifically highlighted many parents' preference for email communication.

6-12 Curriculum Proposals: Mr. Mathews reviewed the course/curriculum proposals including: a new course for Philosophy and Ethics; a new course for Student Council; and a new course for High School Yearbook. There are also proposals for a Seal of Biliteracy, an Adjustment to Tech Curricular Pathways, and the selections of the Thespian productions.

The Board discussed the adjustment to the Tech Curricular Pathways and the alignment with technology courses across the curriculum. The Board also discussed the creation of new Yearbook and Student Council courses, possibly eliminating the opportunity for multiple students to participate because of limited numbers and schedules. Further discussion by Mr. Mathews highlighted the need for students to be intentional with their choices and reminded the Board that students can be involved in the club(s) without earning credit for the course.

The next step in the curriculum proposal process includes a public review of the proposals for a two-week period. Proposals will be voted on during the November 18 board meeting.

Fundraising Update: Ms. Steuer and Ms. Hirt presented a report to the Board on Friends of Peak to Peak and the fundraising efforts to date.

Ms. Steuer discussed the 2015-16 goals for Friends of Peak to Peak and areas of focus including: an emphasis of 100% participation in the Annual Gift campaign and participation in Colorado Gives Day on December 8; a discussion of the Major Gifts Program; and streamlining and making more efficient administrative duties and responsibilities.

Ms. Steuer shared that the Mission Statement and the logo for Friends of Peak to Peak have been revised and provided details/copies of the updated materials to the Board.

Ms. Hirt discussed the activities and events that support fundraising efforts. The Board recognized that the Peak to Peak Golf Outing was the most successful one to date and congratulated all of the volunteers who made the event a success. Ms. Hirt discussed the new corporate sponsor program, which has brought in \$6,500 to Friends of Peak to Peak.

The Board discussed the various fundraising efforts and asked Ms. Steuer about metrics related to giving over time. The Board also discussed the downward trend in community financial participation/giving.

KPI Meeting Debrief: Board debriefed on the KPI meeting and the high-level take-aways from conversations across the tables on the six KPIs: Teacher Compensation – Average Teacher Salary; TAG Students K-12; Replacement Reserves; ACT Scores; AP Testing; and College Acceptance Rate.

Construction Update: Mr. Todd complimented the team for their continued engagement and leadership. Project on track to be completed by late April 2016. As noted in his report to the Board, Mr. Todd re-emphasized that the issue of greatest concern currently is the Fixtures, Furnishings & Equipment cost factor. The ELT will be reviewing the list of furniture and needs; orders will likely not be placed until the early part of 2016.

Budget Approval: Mr. Todd explained the only two adjustments to the final revised budget are the renaming of the budget lines for “outdoor athletic facilities” and the “campus build out project.” This change was made to more accurately account for and appropriate funds set by these planned expenditures.

The Board discussed the tennis courts, the soccer field and the track project. The Board also discussed the impact of the delayed 2014-15 audit, but Mr. Todd confirmed this delay has no impact on the 2015-16 budget.

Motion to approve budget, Mr. Dalton; Second Ms. Gable, Vote 7-0.

Finance & Budget Committee Recommendations: There was Board discussion of the recommendations from the Finance & Budget Committee (FBC) which included four specific recommendations about the Endowment. Two of the four recommendations received general support from the Board and the remaining two recommendations will be discussed further during the next meeting on November 18. The two recommendations offered by the FBC voted on during the meeting included: 1) open a new bank account to keep the endowment donations separate from other fundraising monies; and 2) research and develop a new budgeting and financial reporting format that will provide for separation of the endowment from operating monies of the school.

Motion to approve FBC recommendations 4-1 & 4-2 and consider the remaining two recommendations at the next meeting on November 18, Ms. Ray; Second Mr. Dalton; Vote 7-0.

Communication Goals Subcommittee Update: The Board discussed various options for improving communication between the members of the board and the broader P2P community. The Communication Goals Subcommittee ideas are under consideration by the board and further discussion was tabled.

Future Meeting Topics: Ms. Walther asked the Board to suggest specific topics for discussion at future meetings and communicate those to her by email.

Meeting adjourned: Motion to adjourn, Mr. Dalton; Second Mr. Sommer. Approved 7-0.

The meeting was adjourned at 7:13pm.

Respectfully submitted,
Alison Griffin